



COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

Date: October 31, 2023

Subject: FY 22-23 Byrne State Crisis Intervention Program Local Solicitation

To: Interested Parties

From: 
Michael Pennington, Executive Director
Pennsylvania Commission on Crime and Delinquency

The Pennsylvania Commission on Crime and Delinquency (PCCD) is now accepting applications for funding under the FY 22-23 Byrne State Crisis Intervention Program (SCIP) Local Solicitation.

The primary purpose of SCIP funding is to address gun violence and improve responses to behavioral health crises through the implementation of state crisis intervention court proceedings and related programs or initiatives. This solicitation requests applications from eligible units of local government wishing to implement projects and programs that directly address the priority areas, objectives, and proposed approaches outlined in PCCD's approved [FY2022-23 Byrne State Crisis Intervention Program Funding Plan](#).

A total of \$3,524,428 in federal Byrne SCIP Local and Under \$10k Share funds is being announced to support this initiative. PCCD expects to fund approximately 18 grants with budgets not to exceed \$200,000 over a two-year project period.

The funding guidelines provide the necessary information to complete this application. Any questions must be sent via email to: RA-PCCD-OCJSI@pa.gov with "22-23 Byrne SCIP Local Solicitation" in the subject line. All questions regarding this funding announcement must be received by close of business on December 13, 2023.

Questions concerning the Egrants System should be made directly to the Egrants Help Desk at either (717) 787-5887, or you may call toll-free at (800) 692-7292 and select option 9 and then option 6 when prompted, or by email at RA-egrantssupport@pa.gov. The Help Desk is available Monday through Friday, 8:00 A.M. to 4:00 P.M.

Your interest in this initiative is greatly appreciated.



Office of Justice Programs

FY 22-23 Byrne State Crisis Intervention Program Local Solicitation

Fiscal Year 2022-2023 Solicitation

Please Note: Applications are *only* accepted through PCCD's Egrants system. Applicants must register in Egrants prior to submitting an application. Applicants are strongly encouraged to familiarize themselves with the Egrants system and allow adequate time to prepare and submit an application.

Recommended [Egrants Agency Registration](#) Date:
November 15, 2023

Recommended [Egrants User Registration](#) Date:
November 15, 2023

Mandatory Egrants Application Deadline:
December 20, 2023

This funding guideline contains information not appearing in the Egrants application. Applicants are advised to print and review this document and refer to it while completing your Egrants application.

PCCD staff may only respond to questions to clarify the funding announcement. Questions must be sent via email to: RA-PCCD-OCJSI@pa.gov with "22-23 Byrne SCIP Local Solicitation" in the subject line. All questions regarding this funding announcement must be received by close of business on **December 13, 2023**. PCCD staff will post responses to questions, as they are received, on [PCCD's website](#). Select the appropriate funding announcement to view questions and answers.

For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Justice Programs

Funding Stream: FY2022-23 Byrne State Crisis Intervention Program

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PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Justice Programs

Funding Announcement Title: FY2022-23 Byrne State Crisis Intervention Program Local Solicitation

Funding Stream: Byrne State Crisis Intervention Program

Submission Requirements for Applications:

- **Scoring** – All applications received will be [competitively reviewed and scored](#) based on the applicant’s adherence to the funding announcement guidelines and timely submission in the PCCD Egrants system.
- **Due Date** – Applications must be submitted electronically through PCCD’s Egrants system no later than 11:59 PM on **Wednesday, December 20, 2023**.
- **Technical Assistance** – Grant application and administrative guides can be accessed on [PCCD’s website](#) under the Funding section. Applicants are strongly encouraged to review the application and administrative guides before calling the Egrants Help Desk for assistance. The Egrants Help Desk is available to assist with technical or system questions Monday through Friday, 8:00 AM to 4:00 PM, and may be reached by calling (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.
- **Egrants Submission** – An application submitted in Egrants by the deadline is not considered complete until PCCD has received the executed signature page, as well as any other required documents. Successful applications will be presented for consideration at the March 13, 2024 Commission meeting.
- **Administrative Rejection** – An application that does not meet all the listed requirements in this funding announcement may be administratively rejected.
- **Corrections** – If PCCD returns an application for corrections, the final application (including all corrections and required documents) must be returned to and approved by PCCD for the requested funding to be awarded.
- **Non-supplantation** – Funding must not be used to supplant/replace state, federal, or local funds that would otherwise be available to provide for program-related services. PCCD funding is to be used in addition to other funds that are made available for services.
- **Keywords** – Applicants are required to select “Keywords” from the dropdown menu located on the Main Summary screen in Egrants. The required keywords are below.

Keywords: *Gun Violence Reduction, Crisis Intervention*

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Justice Programs

1. Overview:

In the wake of the Robb Elementary School shooting in Uvalde, Texas, on May 24, 2022, the federal Bipartisan Safer Communities Act (BSCA) was enacted in June 2022. The law included several provisions designed to address gun violence and improve responses to behavioral health crises. The law also authorized new funding streams, including the [Byrne State Crisis Intervention Program \(SCIP\)](#). Housed within the U.S. Department of Justice's Bureau of Justice Assistance (BJA), SCIP provides formula-based funds to implement state crisis intervention court proceedings and related programs/initiatives.

The Pennsylvania Commission on Crime and Delinquency (PCCD) serves as the State Administering Agency (SAA) for federal SCIP funds. The FY 22-23 Byrne SCIP Local Solicitation serves as the funding announcement for Pennsylvania's formula Local Share and Under \$10k Share funding.

The FY 22-23 Byrne SCIP Local Solicitation funding announcement requests applications from eligible units of local government wishing to implement projects and programs that directly address the priority areas, objectives, and proposed approaches outlined in PCCD's approved [FY 2022-2023 Byrne State Crisis Intervention Program Funding Plan](#).

It is highly recommended that any potential applicants carefully review the funding announcement guidelines in full and use them as they develop an application for submission.

Significant Dates:

- **October 24, 2023** – FY 22-23 Byrne SCIP Local Solicitation opened in Egrants.
- **November 14, 2023** – Webinar for prospective applicants.
- **December 13, 2023** – Final date to submit questions regarding this announcement.
- **December 20, 2023** – Applications are due in PCCD's Egrants System.
- **December 27, 2023** – Notices sent for administrative rejection of applications.
- **March 13, 2024** – Applications are presented to the Commission for action.
- **April 1, 2024** – Project start date.

2. Resources for Prospective Applicants:

Interested applicants are invited to register for a **virtual webinar** on this funding announcement. The purpose of this webinar is to provide an overview of the FY 22-23 Byrne SCIP Local Solicitation, PCCD's application process, as well as answer technical questions from prospective applicants to provide clarity on funding announcement instructions. Topics may include, but are not limited to, developing and submitting an application in PCCD's Egrants System, eligibility criteria, funding goals and priorities, and an overview of the funding stream's federal approval requirements.

Note: While encouraged, participation in this informational webinar is not a requirement to apply for FY 22-23 Byrne SCIP Local Solicitation funding. In addition, no preference is given to applicants who register for or attend the webinar. A recording of the webinar will be made available on [PCCD's website](#) and [YouTube channel](#) following the conclusion of the virtual session.

**Byrne SCIP Local Solicitation:
Webinar for Interested Applicants**

Tuesday, November 14, 2023
2:00 PM (ET)

Registration Link:
<https://forms.office.com/g/VfHPeGWwSg>

3. Priority Areas, Objectives, and Proposed Approaches:

PCCD articulated two overarching goals that would shape planning discussions and decisions for SCIP funds in its initial application to BJA:

- Advance crisis intervention programs that target the risk factors likely to lead to gun violence.
- Implement projects that support emerging issues and priorities adopted within its SCIP Funding Framework.

Recognizing the important and unique role each of its Advisory Committees play in advancing effective crisis intervention programs and addressing gun violence, PCCD coordinated FY 22-23 SCIP funding through its Commission (i.e., the BJA-required Crisis Intervention Advisory Board), and utilized an advisory workgroup consisting of Advisory Committee Chairs, designees, and other stakeholders to shape the SCIP Funding Plan. Through the SCIP planning process, PCCD established the following Priority Areas, Objectives, and Proposed Approaches relevant to Local Share and Under \$10k Share funds.

Priority Area #1: Improve crisis intervention services and supports across behavioral health, civil legal, and other settings, with a focus on reaching people and communities experiencing gun violence.

Objective 1.1: Support behavioral health responses and civil legal responses to behavioral health crises.

- Proposed Approach: PCCD will support requests for funding focused on one or more of the following program activities in jurisdictions experiencing high rates of firearm-related injuries and/or fatalities:
 - Regional crisis call centers
 - Crisis mobile team response (co-responder, civilian, homicide response teams, etc.)
 - Crisis receiving and stabilization facilities for individuals in crisis
 - Triage services

Note: Programs/initiatives supported through SCIP funds can include civilian-only response models, as well as those that involve law enforcement. Applicants are strongly encouraged to take into account local needs (such as those identified/documentated through a strategic planning process) as well as appropriate training to inform the development of crisis response programs.

Objective 1.2: Expand and enhance Crisis Intervention Team (CIT) programs in Pennsylvania.

- Proposed Approach: PCCD will support the establishment or enhancement of CIT Programs that adhere to the [CIT Memphis Model](#)¹.

Objective 1.3: Analyze statewide gaps/needs and support efforts to improve the provision of case management and navigation programs to connect to critical services and access effective interventions.

- Proposed Approach: PCCD will support the following program activities in jurisdictions experiencing high rates of firearm-related injuries and/or fatalities:
 - Community-based services and programming (e.g., non-law enforcement responses).
 - Integrated case management and wraparound supports for people who have experienced/witnessed gun violence (e.g., housing, social services, etc.).
 - Technical assistance and training to increase jurisdictions adopting evidence-based practices.

Priority Area #2: Improve coordination of services and responses to gun violence victimization.

Objective 2.2: Increase access to services and supports that can help individuals, families, and communities experiencing gun violence recover and begin the healing process.

- Proposed Approach: PCCD will support one or more of the following program activities in jurisdictions experiencing high rates of firearm-related injuries and/or fatalities:
 - Co-responder models;
 - Crisis intervention training and the development of CIT Programs;
 - Community-based services and programming (e.g., non-law enforcement responses); and
 - Technical assistance and training to increase jurisdictions adopting evidence-based practices².

Priority Area #3: Address the intersections of domestic violence and intimate partner violence with gun violence.

Objective 3.2: Expand adoption of the [Lethality Assessment Program \(LAP\)](#) to additional jurisdictions in Pennsylvania.

- Proposed Approach: PCCD will support adoption of LAP by new jurisdictions/law enforcement agencies.

¹ PCCD recommends reviewing CIT International's [Crisis Intervention Team \(CIT\) Programs: A Best Practice Guide for Transforming Community Responses to Mental Health Crises](#).

² PCCD recommends reviewing the following evidence-based practices resources:

<https://papeacealliance.org/resources/>

[DOJ NIJ CrimeSolutions](#)

[DOJ OJP Community Based Violence Intervention and Prevention Initiative](#)

[OJJDP Model Programs Guide](#)

[OJJDP Youth Violence Intervention Initiative](#)

4. Funding Availability:

A combined total of \$3,524,428 in federal FY 22-23 Byrne SCIP Local and Under \$10k Share funds is being announced to support this initiative. PCCD expects to fund approximately 18 grants with budgets not to exceed \$200,000 over the 24-month project period.

PCCD and BJA will have approval of all final budgets. After the competitive process is completed, successful applicants should expect PCCD staff to engage with them in finalizing budgets, which could include the elimination, modification, and/or addition of budgeted items. Once budgets are finalized, PCCD will submit all applications to BJA for approval. Additional changes to budgets or proposed programs may be required by BJA.

PCCD is not liable for costs incurred prior to the official start date of the award.

5. Project Dates:

Applications approved at the March 13, 2024 Commission meeting will be 24-month projects and have a start date of April 1, 2024 and an end date of March 31, 2026. *(Note: Projects must also receive approval by BJA before awards can be finalized.)*

6. Eligible Applicants:

Eligibility for these funds is open to units of local government (city, county, township, or town). Applicants may only submit one application under this solicitation.

Note: In addition to these eligible applicants (e.g., entities that can make direct application for FY 22-23 Byrne SCIP Local Share funds), SCIP funding can be used to support a wide range of subrecipients, including, but not limited to, courts (state, county, local), institutions of higher education, law enforcement, supervision agencies, prosecutors, public defenders, behavioral health, emergency communications, etc.

Applicants must be in good standing with PCCD to be eligible for these funds.³ The applicant and recipient agencies' historical success in implementing PCCD-funded programs/initiatives that met their intended goals will be considered in the review process. Applicants are not required to have a prior funding history with PCCD to be eligible.

Additional PCCD Grant Opportunities Related to Gun Violence & Crisis Response

Note: This funding announcement is part of a broader set of funding opportunities recently announced by PCCD related to crisis intervention strategies and preventing/responding to gun violence. Please see PCCD's [Active Funding Announcements](#) webpage for more information regarding these solicitations. Recognizing the intersections of these grant programs, as well as the need to ensure equitable access to limited funds, eligible applicants are strongly urged to carefully review all available funding announcements and determine which opportunity may be best for their specific agency/organization based on eligibility criteria, funding priorities, etc. If applicants are applying under multiple funding announcements (or if they are included as a proposed subrecipient in an application), the applicant **must** disclose that within each of their applications submitted to PCCD. In any case, the proposals should not be duplicative and must fund separate and unique activities.

³ This may include, but is not limited to, compliance with PCCD program and fiscal reporting requirements, State and Federal funding guidelines, and acceptable risk rating as determined by PCCD.

7. Eligible Program Activities and Expenses:

Funds for the proposed program shall be used to implement projects that support one or more of the Priority Areas, Objectives, and Proposed Approaches from the PCCD FY 2022-2023 Byrne SCIP Funding Plan identified above. Only projects in support of the Proposed Approaches identified within the approved SCIP Funding Plan are eligible for funding under this solicitation.

All expenses must be described in the Justification box located in the Egrants Budget Detail section. PCCD has approval of all final budgets and may require budget adjustments.

8. Ineligible Program Activities and Expenses:

The following items are not eligible for funding and shall be administratively rejected:

- a. Prizes, rewards, entertainment, trinkets (or any type of monetary incentive)
- b. Client stipends
- c. Gift cards
- d. Food and Beverage
- e. Lobbying
- f. Land Acquisition
- g. Unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV
- h. Any unallowable costs listed in the [DOJ Grants Financial Guide](#)

9. Required Egrants Sections/Documents:

- a. Required Egrants Sections – All sections identified in Egrants are required. Applicants will not be able to submit their grant application in Egrants until all sections are marked as complete.
- b. Required Signed Documents – A successful application must be accompanied by the following:
 - The executed Signature Page (page 2 of the application)

10. Scoring:

Applicants must submit the requested information for each section specified below within the defined response fields provided in Egrants. Responses should not be duplicated in multiple sections.

The following application sections in Egrants have a point value associated with them and will be scored as described below:

a. **Executive Summary – Maximum of 5 points**

All applicants should fill out the following script and paste into the executive summary section:

The name of applicant is requesting \$_____ to [provide a single sentence or two of what you are seeking to implement with your grant funding]. These funds will be used for the following: [provide bullet points of what the funds will be used for].

b. Budget Detail – Maximum of 15 points

The budget detail section should identify what the funds will be used for and line items should be entered for each budgeted cost. Calculations should be clear and entered as the Egrants system requires in the budget detail section.

For any budgeted cost that is not self-explanatory, clearly explain the relationship between the budgeted costs and the proposed project activities/operation. Describe how the item will be used in the implementation of the proposed project. This section may include additional explanation of the computations stated in the Budget Detail section; however, computations provided within the line items should not be replicated in the justification field(s).

** Items should only be listed under the Equipment category if the cost of one item is \$5,000 or greater. Items with a cost of less than \$5,000 should be listed under Supplies and Operating Expenses.

NOTE: PCCD has final approval of all budgets and may require budget adjustments. Grantees may only request reimbursement for expenses that are clearly articulated and approved in the Budget detail in Egrants.

You can learn more about completing the Budget Detail section in Egrants in the 'Budget Detail Walkthrough' (PDF) available [here](#).

c. Statement of Problem – Maximum of 20 points

This section establishes the locally identified problem the applicant is seeking to address and how the problem was identified.

Provide supporting data/facts/figures specific to the project and relevant to the problem and request. Include data specific to the geographic area the project will serve and compare this data to other available state, local, and/or national data elements to articulate the need. Note: Priority consideration will be given to projects serving jurisdictions experiencing high rates of firearm-related injuries and/or fatalities.

Applicants are also asked to express why federal SCIP funding is needed to support the proposed project. Applicants are strongly encouraged to describe their financial need or the financial need of their community as part of the response in this section to justify why funding is needed to support the project. This may include information regarding the impact to the applicant agency, agency operations, or the community if grant funds are not procured.

d. Target Area(s) & Population(s) – Maximum 15 points

This section identifies the target area(s) and population(s) that will be served by the proposed program.

Identify where project activities will primarily take place. Explain why those locations/geographic areas were chosen as the focal point for the proposed project. Include any information that is relevant to establishing the target area(s), such as findings from community surveys, strategic planning efforts, community action plans, etc.

Identify and describe the project's target population(s). How will the applicant ensure that services, resources, and/or programming effectively reaches and engages individuals in the greatest needs of services? Provide an estimate of the number of individuals who would be reached or served by the project.

e. **Project Description – Maximum of 30 points**

This section establishes that the applicant has reviewed the Priority Areas, Objectives, and Proposed Approaches and has established a plan for project implementation. Applicants are expected to outline proposals that will clearly offer services or programming aligned with the identified Priority Area(s), Objective(s), and Proposed Approach(es) in PCCD's approved SCIP Funding Plan. Please address the following items as you describe the project in this section:

- Identify the specific Priority Area(s), Objective(s), and Proposed Approach(es) you are requesting SCIP Local funds to support.
- Describe your proposed project's goals, objectives, deliverables, and expected outcomes, as well as the implementation plan and methods to be used. This description should include who will perform the work, what actions are proposed to accomplish these activities, timeframes for completing each activity, and any other details necessary to clearly establish how this project will be implemented.
- Describe the activities that will be funded, the work that will be accomplished during the project period, and how your proposal directly addresses the problem presented.
- Identify plans for subcontracting or subgranting any part of the project, including the role to be performed by each subcontractor/subgrantee (if applicable). For new positions that will be created and hired if a grant is awarded, please describe the process and criteria for recruiting, selecting, hiring, and onboarding those staff/consultants. As part of this discussion, applicants should describe any current workforce or staffing challenges they (or project partners) are experiencing, as well as strategies they have used to recruit and/or retain employees.
- If applicable, entities that have previously received PCCD funding to support programs/activities related to behavioral health, crisis response, and/or gun violence intervention and prevention efforts must articulate the impact of those initiatives and distinguish how proposed activities would differ from (or build upon/expand) those currently/previously funded projects.
- Describe quality assurance processes that will be used to monitor the implementation of this project.
- Describe how the project will be sustained once grant funds expire. Describe how current and ongoing support for the program/project is and will be generated. Identify sources of financial support and provide commitments from key stakeholders necessary to successfully sustain the program/project; if these are not currently available, how will these be obtained? Letters from organizations or agencies willing to provide financial commitment to the long-term sustainability of the proposed project can be attached to this section.

f. **Performance Measures, Impact, and Outcomes – Maximum of 15 points**

In this section, please describe how the outcomes of the proposed project will be measured (i.e., short-term and long-term outcomes, data collection, and analysis, etc.).

- Describe the mechanism or tool(s) that will be used to collect data for purposes of evaluating program outcomes (ex. Pre/post testing, surveys, participation records, court records, efficiency evaluations, etc.).
- Describe the alignment of the project with existing best practices or programs and provide citations as applicable.
- Describe the expected project impact.

Under this funding announcement, applicants **are required** to develop performance measures, as part of the application, that are specifically related to the proposed approaches outlined in the application. Subgrant recipients under this Funding

Announcement **will be required** to report outcome data to PCCD on the deliverables described in the application via Quarterly Program Reports in PCCD's Egrants system.

In addition, subgrant recipients under this Funding Announcement will be **required** to accept and report on additional performance measures, as applicable, selected by PCCD staff that will fulfill federal guidelines for the use of SCIP Funding.

Finally, the applicant must be willing to fully cooperate with PCCD and any identified research/evaluation partners with program-related assessments or evaluation efforts, including the collection and/or reporting of additional information or data needed to determine project-specific and/or program-wide performance and outcomes.

11. Required Attachments:

The following documents must be attached in the 'Required Attachments' section in Egrants:

- Resumes/CVs of key personnel.
- Letters of support/commitment or similar documentation (i.e., MOUs) for all named project partners (including any proposed subrecipients).

12. Performance Measures:

Under this funding announcement, successful applicants are required to comply with all reporting, data collection and evaluation requirements, as prescribed by PCCD and federal or state guidelines.

Successful applicants are required to submit quarterly progress reports to PCCD via the Egrants system. Subgrant recipients under this funding announcement will be required to accept and report on the performance measures selected by the staff of the PCCD Office of Justice Programs. PCCD program staff will work with successful applicants to develop performance measures prior to award.

Successful applicants will also be required to report on the [SCIP Programmatic Measures](#) through the [BJA Performance Measurement Tool \(PMT\)](#) at the end of each calendar quarter. Within 20 days of the end of each calendar quarter, you will be required to access the PMT, enter the required performance measurement information, and submit the report for review and approval. The PMT only pertains to BJA SCIP data collection requirements. Additional information is available through BJA's [Byrne State Crisis Intervention Program \(SCIP\) Performance Measures and Reporting Training](#).

13. Grant Conditions

PCCD will utilize a portion of State Share SCIP funds to support a new statewide needs assessment and gaps analysis, including assessing current gaps in CIT program implementation. This assessment will lay a foundation for supporting further enhancement/expansion through Local Share awards, future SCIP allocations, and other funding streams administered by PCCD and other agencies to support these activities in the future, with a long-term goal to develop and implement a centralized data collection system/protocol for CIT programs statewide.

As a condition of award through the FY 22-23 Byrne State Crisis Intervention Program Local Initiative, all grant recipients will be required to participate in this assessment.

14. Competitive Bidding/Sole Source Procurement:

All procurement transactions shall be conducted in a manner that provides open and free competition. Grant recipients must follow the Procurement Standards section in PCCD's [Applicant's Manual](#).

Procurements by noncompetitive proposal are strongly discouraged and must demonstrate an economic benefit or lack of alternate resources to be justified. If a request is made, the prospective applicant must identify the request as a procurement by noncompetitive proposal and provide a substantial justification for the request within their funding request (See PCCD's [Applicant's Manual](#) for Procurement by Noncompetitive Proposal Approval Procedure).

15. Administrative Requirements:

a. Egrants Agency and User Registration:

Prior to submitting a grant application, both the applicant agency and at least two users from the applicant agency must be registered in Egrants. Applicants are strongly advised to allow adequate time to work on application documents in Egrants prior to the submission deadline. Please go to the [Registering in Egrants](#) page on PCCD's website for further information.

b. Fiscal Accountability:

See the [Fiscal Accountability](#) page on PCCD's website for further information.

c. Time and Effort Reporting:

See the [Time and Effort Reports](#) page on PCCD's website for further information.

d. Grant Payments:

- Payments will not be released until all applicable special conditions on the grant award have been satisfied.
- All grantees are required, at a minimum, to submit quarterly fiscal reports. PCCD will only make payments to reimburse actual expenditures reported on the fiscal reports. An agency experiencing cash flow problems may submit fiscal reports monthly and PCCD will reimburse reported expenditures. Non-submission or late submission of the required reports will result in payment delays.
- ACH Payments:
 - All payments to grant recipients will be made through ACH.
 - Either before or at the time an application is submitted to PCCD, the applicant agency must [register as a Non-Procurement Vendor](#) with the Commonwealth of Pennsylvania.

e. Federal Transparency Act Certification:

This section is required for both state and federal funding streams. See the [Federal Application Requirements](#) page on PCCD's website for further information.

f. Reporting Requirements:

- Programmatic reports are due quarterly.
- Fiscal reports are due quarterly.
- Late submission of programmatic and fiscal reports may delay payments.
- All reports must be submitted through the Egrants system.

g. UCR Reporting:

Every criminal justice entity which is required to submit Uniform Crime Report (UCR) data and is participating in this project must submit UCR data to the Pennsylvania State

Police. If a required entity is not submitting UCR data, they may be ineligible for funding.

16. PCCD Contact Information and Resources:

a. Staff Contacts:

Staff are only able to clarify the funding announcement and are not be able to answer any questions about how a potential applicant should respond to any particular section. Questions regarding this funding announcement should be directed as follows:

- E-mail your funding announcement questions to RA-PCCD-OCJSI@pa.gov with "22-23 Byrne SCIP Local Solicitation" in the subject line.
- Questions must be received by close of business on Wednesday, December 13, 2023.
- All questions and answers will be posted under this funding announcement title on the [Funding Announcement Q&A](#) page of the PCCD website.

b. Egrants Funding Announcement:

Log into the Egrants system and search under the "Funding Announcement" tab for 22-23 Byrne SCIP Local Solicitation.

c. PCCD Guidelines and Documents:

Applicants should be familiar with the [Applicant's Manual](#), Standard Subgrant Conditions, and other documents common to PCCD's grant application process, all of which are available on the [Grant Information](#) page of the PCCD website. Additionally, grant application and administrative guides can be accessed on [PCCD's website](#) under the Funding link.

d. Egrants Technical Questions:

For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.

e. PCCD Webmaster:

Please address any technical problems you may have with the website or online forms to the [PCCD Web Master](#).

f. Reporting Potential Fraud, Waste and Abuse:

Information about waste, fraud, abuse, conflict of interest, bribery, gratuity, or other similar misconduct, or whistleblower reprisal relating to a PCCD employee, program, contract or grant, may be reported to the PCCD Fraud Hotline at (717) 525-5031. For more information, visit the [Reporting Fraud, Waste and Abuse](#) page on PCCD's website.

17. Submission Information:

The application must be entered into Egrants **no later than Wednesday, December 20, 2023 by 11:59 PM.**

The executed signature page (page 2 of the application) must be uploaded to the Main Summary section of your application. A guide to assist you with this is available on our website at [Signature Page Instructions](#).